

INDIANA DEPARTMENT OF TRANSPORTATION  
100 North Senate Avenue  
Indianapolis, Indiana 46204

Letting of January 10, 2007

January 5, 2007

NOTICE TO BIDDERS

CONTRACT NO. R-28825-A

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This is to advise you that the Proposal Book has been revised as follows: The forms DBE Affirmative Action Certification and Attachment CM 32-34: Certificate with Regard to the Performance of Previous Contracts or Clause and the Filing of Required Reports have been deleted. The Minority and Women's Business Enterprises Participation Plan and Good Faith Efforts Worksheet forms have been added; the Table of Contents has been revised. The added and revised pages are included herewith.

Please substitute the attached sheets for the like numbered sheets that now appear in your copy of the bidding document.

Should you desire to submit a bid, please do so on the basis of the information set out above.

This will be posted on the Internet at:

[www.in.gov/dot/div/contracts/letting/index.html](http://www.in.gov/dot/div/contracts/letting/index.html)

The acknowledgment below should be signed only by prequalified bidders and returned immediately upon receipt by facsimile transmission through FAX No. 317-232-0676. If no FAX is available, the acknowledgment should be returned by mail to Mr. Michael R. Beuchel, Bid Review and Estimate Manager, N855 Indiana Government Center North, 100 North Senate Avenue, Indianapolis, IN 46204-2218.

Michael R. Beuchel  
Bid Review and Estimate Manager

MRB//bls

- ACKNOWLEDGMENT OF RECEIPT OF REVISION -

DATE \_\_\_\_\_  
CO. NAME \_\_\_\_\_  
BY \_\_\_\_\_

**BEFORE SUBMITTING BIDDING DOCUMENT, PLEASE BE SURE TO INSERT ALL APPROPRIATE SIGNED REVISION ACKNOWLEDGMENTS.**

PROPOSAL  
TABLE OF CONTENTS

CONTRACT NO.

This book shall be examined to determine that each page set out in this Table of Contents is attached, legible, and current.

	PAGES	REVISED
Contract Information	1	
Proposal to the Indiana Department of Transportation	1	9-28-06
Schedule of Pay Items	1 -	
Highway Contract	1	7- 1-01
Telephone Solicitations Act	1	9-20-06
EFT/Direct Deposit	1	9-20-06
Minority and Women's Business Enterprises Participation Plan	1	9-28-06
Good Faith Efforts Worksheet	1	9-28-06
Drug-Free Workplace Certification	1	9- 1-93
Ethic Compliance	1	9-20-06
Affidavit	1	2- 1-99
Performance Bond	1	2- 1-99
Bid Bond	1	2- 1-99
Current Contractual Obligations	1	12-1-93

Contract Bid Amount \_\_\_\_\_  
 MBE Goal \_\_\_\_\_ %  
 WBE Goal \_\_\_\_\_ %

### **MINORITY AND WOMEN'S BUSINESS ENTERPRISES PARTICIPATION PLAN**

A Respondent is expected to submit in each response a Minority and Women's Business Enterprises Participation Plan in accordance with IC 4-13-16.5 and 25 IAC 5. The Plan must show that there are, participating in the proposed contract, Minority Business Enterprises (MBE) and Women Business Enterprises (WBE) listed in the Minority and Women's Business Enterprises Division (MWBD) directory of certified firms. Respondents must indicate the name of the MBE and WBE with which it will work, the contact name and phone number at the firm(s), the service supplied by the firm(s), the specific dollar amount from this contract that will be directed toward each firm, and the approximate date these products and/or services will be utilized. If participation is met through use of vendors who supply products and/or services, the Respondent must also indicate the vendor's tax ID number as well as provide a description of products and/or services provided to the Respondent that are directly related to this proposal and the cost of direct supplies for this proposal. All prime contractors, including MBE and WBE prime contractors, must meet the contract goals through use of subcontractors. MBE and WBE prime contractors will get no credit toward the contract goal for the use of its own workforce. The State does not accept national plans.

Failure to meet these requirements will affect the evaluation of your Proposal. The Department reserves the right to verify all information included in the Plan.

Respondents are encouraged to contact and work with MWBD to design a plan to meet established goals. MWBD's website address is [www.IN.gov/idoa/minority/](http://www.IN.gov/idoa/minority/) and contains a complete list of all the Department's certified MBE's and WBE's.

### **Minority & Women's Business Enterprises Participation Letter of Commitment**

A signed letter(s), on company letterhead, from the MBE and/or WBE must accompany the Plan. This letter(s) shall state and will serve as acknowledgement from the MBE and/or WBE of its amount of participation, the scope of products and/or services, and approximate date these products and/or services will be utilized.

By submission of the Proposal, the Respondent acknowledges and agrees to be bound by the regulatory processes involving the State's M/WBE Program. Questions involving the regulations governing the Plan should be directed to MWBD's Compliance Unit at 317/232-3061

### **MBE/WBE PARTICIPATION PLAN**

Contract Number \_\_\_\_\_ BID DATE \_\_\_\_\_

RESPONDENT \_\_\_\_\_

ADDRESS \_\_\_\_\_

CITY/STATE/ZIP \_\_\_\_\_

PHONE ( ) \_\_\_\_\_

The following MBE and/or WBE's listed in the MWBD directory will be participating in the contract:

<u>MBE/WBE</u>	<u>P HONE</u>	<u>COMPANY NAME</u>	<u>SCOPE OF PRODUCTS AND/OR SERVICES</u>	<u>UTILIZATION DATE</u>	<u>AMOUNT</u>


**\*If additional room is necessary, indicate here \_\_\_\_\_. Please attach a separate page.**

**THIS DOCUMENT MUST BE INCLUDED IN YOUR RESPONSE**

**Indiana Department of Transportation  
GOOD FAITH EFFORTS WORKSHEET**

BIDDER \_\_\_\_\_ CONTRACT NUMBER \_\_\_\_\_

CONTRACT GOALS \_\_\_\_\_% MBE \_\_\_\_\_% WBE

List the M/WBEs contacted and complete the following information for each. Copies of all communications to and from each vendor should be maintained.

Company Name and Address	MBE	WBE	Type of Contact	Date of Contact	Date Response Due	Goods Or Services Requested	Result (Include Price Quote)

Indicate **Good Faith Efforts** made to utilize MWBEs. Check and explain all that apply or should be considered. Please provide evidence of the efforts that you want to be considered. A complete description of each criterion may be found in the **Indiana Department of Administration Public Works and State Office Building Commission MWBE Participation Policy** at the following website. [www.in.gov/idoa/mwbe/docs/ConstructionPolicy](http://www.in.gov/idoa/mwbe/docs/ConstructionPolicy)

<b>MBE and WBE Barrier Assistance</b>	Describe
<b>Advertisement</b>	Describe
<b>Agency Assistance</b>	Describe
<b>Other Criteria</b>	Describe